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LAFOURCHE FIRE PROTECTION
DISTRICT NUMBER 6
PARISH OF LAFOURCHE
STATE OF LOUISIANA

REPORT ON COMPILATION OF
FINANCIAL STATEMENTS
YEAR ENDED DECEMBER 31, 1998

Under provisions of state law, this report is a public document. A copy of the report has been submitted to the audited, or reviewed, entity and other appropriate public officials. The report is available for public inspection at the Baton Rouge office of the Legislative Auditor and, where appropriate, at the office of the parish clerk of court.

Release Date JUN 23 1999

TERRY J. BONVILLAIN
Certified Public Accountant
1244 Barrow Street • Suite 107
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Telephone: (504) 868-9542

June 4, 1999

To the Board of Directors
Lafourche Fire Protection
District Number 6
Thibodaux, Louisiana

I have compiled the accompanying balance sheet of the Lafourche Fire Protection District Number 6 as of December 31, 1998 and the related statement of revenues, expenditures and changes in fund balance for the year then ended in accordance with Statements on Standards for Accounting and Review Services issued by the American Institute of Certified Public Accountants.

A compilation is limited to presenting in the form of financial statements information that is the representation of the District. I have not audited or reviewed the accompanying financial statements and, accordingly, do not express an opinion or any other form of assurance on them.

Terry J. Bonvillain
Terry J. Bonvillain
Certified Public Accountant

LAFOURCHE FIRE PROTECTION
DISTRICT NUMBER 6
PARISH OF LAFOURCHE
STATE OF LOUISIANA

BALANCE SHEET

Governmental Fund Type - General

December 31, 1998

A S S E T S

Cash	\$ 5,000
Due from the Lafourche Parish Tax Collector	49,078
Taxes receivable	<u>3,820</u>
Total assets	\$ 57,898 =====

LIABILITIES AND FUND EQUITY

Accounts payable and accrued expenses	\$ <u>-0-</u>
Total liabilities	<u>-0-</u>
Fund balance - unreserved	<u>57,898</u>
Total liabilities and fund equity	\$ 57,898 =====

See accountant's compilation report and notes to financial statements.

LAFOURCHE FIRE PROTECTION
DISTRICT NUMBER 6
PARISH OF LAFOURCHE
STATE OF LOUISIANA

STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE

Governmental Fund Type - General

For the year ended December 31, 1998

REVENUES

Taxes - ad valorem	\$ 46,600
Miscellaneous - fire insurance rebate	<u>16,125</u>
Total revenues	<u>62,725</u>

EXPENDITURES

Current operations:	
Contract services	68,051
Assessor fees and pension funds	1,613
Professional fees	350
Publishing	<u>237</u>
Total current expenditures	<u>70,251</u>

EXCESS OF EXPENDITURES OVER REVENUES (7,526)

FUND BALANCE

Beginning of year	<u>65,424</u>
End of year	\$ 57,898 =====

See accountant's compilation report and notes to financial statements.

LAFOURCHE FIRE PROTECTION
DISTRICT NUMBER 6
PARISH OF LAFOURCHE
STATE OF LOUISIANA

STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL

Governmental Fund Type - General

For the year ended December 31, 1998

	<u>BUDGET</u>	<u>ACTUAL</u>	<u>VARIANCE FAVORABLE (UNFAVORABLE)</u>
<u>REVENUES</u>			
Taxes - ad valorem	\$ 54,761	\$ 46,600	\$ (8,161)
Miscellaneous - fire insurance rebate	<u>16,125</u>	<u>16,125</u>	<u>-0-</u>
Total revenues	<u>70,886</u>	<u>62,725</u>	<u>(8,161)</u>
<u>EXPENDITURES</u>			
Current operations:			
Contract services	68,051	68,051	-0-
Assessor fees and pension funds	1,637	1,613	24
Professional fees	350	350	-0-
Publishing	<u>237</u>	<u>237</u>	<u>-0-</u>
Total current expenditures	<u>70,275</u>	<u>70,251</u>	<u>24</u>
<u>EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES</u>	611	(7,526)	(8,137)
<u>FUND BALANCE</u>			
Beginning of year	<u>65,424</u>	<u>65,424</u>	<u>-0-</u>
End of year	\$ <u>66,035</u> =====	\$ <u>57,898</u> =====	\$ <u>(8,137)</u> =====

See accountant's compilation report and notes to financial statements.

**LAFOURCHE FIRE PROTECTION
DISTRICT NUMBER 6
PARISH OF LAFOURCHE
STATE OF LOUISIANA**

NOTES TO FINANCIAL STATEMENTS

For the year ended December 31, 1998

(See Accountant's Compilation Report)

The Lafourche Parish Council adopted an ordinance creating Fire Protection District No. 6 constituting a political subdivision of the State of Louisiana having the authority to incur debt, issue bonds and to levy taxes. The District is under the direction of 5 commissioners.

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The accounting and reporting policies of the Lafourche Fire District Number 6 (the District) conform to generally accepted accounting principles as applicable to governments.

The following is a summary of certain significant accounting policies:

a. Reporting Entity

The District is a component unit of the Lafourche Parish Council.

b. Fund Accounting

The district uses funds and account groups to report on its financial position and the results of its operations. Fund accounting is designed to demonstrate legal compliance and to aid financial management by segregating transactions related to certain government functions or activities.

A fund is a separate accounting entity with a self-balancing set of accounts. An account group, on the other hand, is a financial reporting device designed to provide accountability for certain assets and liabilities that are not recorded in the funds because they do not directly affect net expendable available financial resources.

**LAFOURCHE FIRE PROTECTION
DISTRICT NUMBER 6
PARISH OF LAFOURCHE
STATE OF LOUISIANA**

NOTES TO FINANCIAL STATEMENTS

For the year ended December 31, 1998

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

b. Fund Accounting (Continued)

Governmental Funds

Governmental Funds are those through which the governmental functions of the District are financed. The acquisition, use and balances of the District's expendable financial resources and the related liabilities are accounted for through Governmental Funds. The measurement focus is upon determination of changes in financial position, rather than upon net income determination. The following is the Governmental Fund of the District:

General Fund - The General Fund is the general operating fund of the District. It is used to account for all financial resources except those that are required to accounted for in another fund.

c. Basis of Accounting

Basis of accounting refers to when revenues and expenditures are recognized in the accounts and reported in the financial statements. Basis of accounting relates to the timing of the measurements made, regardless of the measurement focus applied.

All Governmental Funds are accounted for using the modified accrual basis of accounting. Their revenues are recognized when they become measurable and available as net current assets. Ad valorem taxes are considered "measurable" at the time of levy. Miscellaneous revenues are recorded as revenues when received in cash by the District because they are generally not measurable until actually received.

Expenditures are generally recognized under the modified accrual basis of accounting when the related fund liability is incurred.

LAFOURCHE FIRE PROTECTION
DISTRICT NUMBER 6
PARISH OF LAFOURCHE
STATE OF LOUISIANA

NOTES TO FINANCIAL STATEMENTS

For the year ended December 31, 1998

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

d. Operating Budgetary Data

Budgets are adopted on a basis consistent with generally accepted accounting principles. An annual appropriated budget is adopted for the general fund and lapse at year end. The budget is amended by supplemental appropriations as needed to comply with state law.

e. Bad Debts

The financial statements for the District contain no allowance for bad debts. Uncollectible amounts due for ad valorem taxes and other receivables are recognized as bad debts at the time information becomes available which would indicate the uncollectibility of the particular receivable. These amounts are not considered to be material in relation to the financial position or operation of the Fund.

f. Encumbrances

Encumbrance accounting, under which purchase orders, contracts and other commitments are recorded in the fund general ledgers, is not utilized by the District.

g. Cash and Investments

Cash includes amounts in demand deposits, interest-bearing demand deposits, and money market accounts. Under state law, the district may deposit funds in demand deposits, interest-bearing demand deposits, money market accounts, or time deposits with state banks organized under Louisiana law and national banks having their principal offices in Louisiana.

Under state law, the district may invest in United States bonds, treasury notes, or certificates. The district has no investments at the end of the fiscal year.

LAFOURCHE FIRE PROTECTION
DISTRICT NUMBER 6
PARISH OF LAFOURCHE
STATE OF LOUISIANA

NOTES TO FINANCIAL STATEMENTS

For the year ended December 31, 1998

2. PROPERTY TAXES

Property taxes are levied each November 1 on the assessed value listed as of the prior January 1 for all real property, merchandise and moveable property located in the Parish. Assessed values are established by the Lafourche Parish Assessor's Office and the State Tax Commission at the percentages of actual value as specified by Louisiana law.

A reevaluation of all property is required to be completed no less than every four years. The last reevaluation was completed for the list of January 1, 1996. Taxes are due and payable December 31 with interest being charged on payments after January 1. The tax rate for the year ended December 31, 1998 was \$3.85 per \$1,000 of assessed valuation of property within Fire Protection District Number 6 for the purpose of providing fire protection for the District.

3. COMPENSATION OF BOARD MEMBERS

No compensation was paid to Board Members during the year ended December 31, 1998.

4. CONTRACT SERVICES

The District is under contract with the St. John Volunteer Fire Department for a ten year period to provide the necessary manpower, equipment, and training so as to provide protection within the boundaries of the entire Fire District. The District paid \$68,051 in 1998 for these services.



STAGNI & COMPANY, LLC

INDEPENDENT ACCOUNTANT'S REPORT ON APPLYING AGREED-UPON PROCEDURES

Board of Commissioners
Lafourche Parish Fire Protection District No. 6
Thibodaux, Louisiana

We have performed the procedures included in the *Louisiana Government Audit Guide* and enumerated below, which were agreed to by the management of Lafourche Parish Fire Protection District No. 6, (the District) and the Legislative Auditor, State of Louisiana, solely to assist the users in evaluating the management's assertions about the District's compliance with certain laws and regulations during the year ended December 31, 1998 included in the accompanying *Louisiana Attestation Questionnaire*. This agreed-upon procedures engagement was performed in accordance with standards established by the American Institute of Certified Public Accountants. The sufficiency of these procedures is solely the responsibility of the specified users of the report. Consequently, we make no representation regarding the sufficiency of the procedures described below either for the purpose for which this report has been requested or for any other purpose.

Our applied procedures, together with any observation or findings, follow:

Public Bid Law

1. Select all expenditures made during the year for material and supplies exceeding \$15,000, or public works exceeding \$100,000, and determine whether such purchases were made in accordance with LSA-RS 38:2211-2251 (the public bid law).

No expenditures were made during the year for materials and supplies exceeding \$15,000, and no contracts were entered into for public works exceeding \$100,000.

Code of Ethics for Public Officials and Public Employees

2. Obtain from management a list of the immediate family members of each board member as defined by LSA-RS 42:1101-1124 (the code of ethics), and a list of outside business interests of all board members and employees, as well as their immediate families.

Management provided us with the required list including the noted information.

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A PROFESSIONAL SERVICE ORGANIZATION
MEMBERS: AICPA • LCPA
EMAIL: stagni@stagni.com
INTERNET: <http://www.stagni.com>

3. Obtain from management a listing of all employees paid during the period under examination.

There were no employees during the period under examination.

4. Determine whether any of those employees included in the listing obtained from management in agreed-upon procedure (3) were also included on the listing obtained from management in agreed-upon procedure (2) as immediate family members.

There were no employees during the period under examination.

Budgeting

5. Obtain a copy of the legally adopted budget and all amendments.

Management provided us with a copy of the legally adopted original and revised budget.

6. Trace the budget adoption and amendments to the minute book.

We traced the adoption of the original budget to the minutes held on January 13, 1998 which indicated that the budget had been adopted by the Board of Commissioners of the Lafourche Parish Fire Protection District No. 6 by a unanimous vote. The budget was revised on February 18, 1999 using the same procedure for adoption.

7. Compare the revenues and expenditures of the final budget to actual revenues and expenditures to determine if actual revenues and expenditures exceed budgeted amounts by more than 5%.

We compared the revenues and expenditures of the final revised budget to actual revenues and expenditures. Actual revenues did not meet budgeted revenues by 11% due to not meeting expected ad valorem tax collections. Expenditures for the year did not exceed budgeted amounts by more than 5%.

Accounting and Reporting

7. Randomly select 6 disbursements made during the period under examination and:

(a) trace payments to supporting documentation as to proper amount and payee,;

We examined the supporting documentation for each of the six selected disbursements and found that payment was for the proper amount and made to the correct payee.



(b) determine if payments were properly coded to the correct fund and general ledger account, and

Six of the payments were properly coded to the correct fund and general ledger account.

(c) determine whether payments received approval from proper authorities.

Each of the six disbursements was traced to the District's minute book where they were approved by the full commission.

Meetings

9. Examine evidence indicating that agendas for meetings recorded in the minute book were posted or advertised as required by LSA-RS 42:1 through 42:12 (the open meetings law).

The District is only required to post a notice of each meeting and the accompanying agenda on the door of the District's office building. Management has asserted that such documents were properly posted in accordance with the open meetings law.

Debt

10. Examine bank deposits for the period under examination and determine whether any such deposits appear to be proceeds of bank loans, bonds, or like indebtedness.

We inspected all bank deposit slips for the period under examination and noted no deposits that appeared to be proceeds of bank loans, bonds, or like indebtedness

Advances and Bonuses

11. Examine payroll records and minutes for the year to determine whether any payments have been made to employees which may constitute bonuses, advance, or gifts.

A reading of the minutes of the District for the year indicated no approval for the payments noted.

Our prior year report, dated June 9, 1998, did not include any comments or unresolved matters.

Board of Commissioners
Lafourche Parish Fire Protection District No. 6
Page 4

We were not engaged to, and did not, perform an examination, the objective of which would be the expression of an opinion on management's assertions. Accordingly, we do not express such an opinion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

This report is intended solely for the information of the management and the Legislative Auditor, State of Louisiana, and should not be used by those who have not agreed to the procedures and taken responsibility for the sufficiency of the procedures for their purposes. However, this report is a matter of public record and its distribution is not limited.

Stagni & Company

Thibodaux, Louisiana
June 15, 1999



**LOUISIANA ATTESTATION QUESTIONNAIRE
(For Attestation Engagements of Government)**

February 18, 1999 (Date Transmitted)

Fire Protection District No. 6, Parish of Lafourche, State of
Louisiana, 2072 St. Mary Street, Thibodaux, LA 70301

Stagni & Company, LLC, 207 Lafayette Avenue, Thibodaux, LA 70301 (Auditors)

In connection with your compilation of our financial statements as of [date] and for the year then ended, and as required by Louisiana Revised Statute 24:513 and the *Louisiana Governmental Audit Guide*, we make the following representations to you. We accept full responsibility for our compliance with the following laws and regulation and the internal controls over compliance with such laws and regulations. We have evaluated our compliance with the following laws and regulations prior to making these representations.

These representations are based on the information available to us as of 2/18/99 (date of completion/representations).

Public Bid Law

It is true that we have complied with the public bid law, LSA-RS Title 38:2212, and, where applicable, the regulations of the Division of Administration, State Purchasing Office..

Yes [] No []

Code of Ethics for Public Officials and Public Employees

It is true that no employees or officials have accepted anything of value, whether in the form of a service, loan, or promise, from anyone that would constitute a violation of LSA-RS 42:1101-1124.

Yes [] No []

It is true that no member of the immediate family of any member of the governing authority, or the chief executive of the governmental entity, has been employed by the governmental entity after April 1, 1980, under circumstances that would constitute a violation of LSA-RS 42:1119.

Yes [] No []

Budgeting

We have complied with the state budgeting requirements of the Local Government Budget Act (LSA-RS 39:1301-14) or the budget requirements of LSA-RS 39:34.

Yes [] No []

Accounting and Reporting

All non-exempt governmental records are available as a public record and have been retained for at least three years, as required by LSA-RS 44:1, 44:7, 44:31, and 44:36.

Yes [] No []

We have filed our annual financial statements in accordance with LSA-RS 24:514, 33:463, and/or 39:92, as applicable.

Yes [] No []

We have had our financial statements audited or compiled in accordance with LSA-RS 24:513.

Yes [] No []

Meetings

We have complied with the provisions of the Open Meetings Law, provided in RS 42:1 through 42:12.

Yes [] No []

Debt

It is true we have not incurred any indebtedness, other than credit for 90 days or less to make purchases in the ordinary course of administration, nor have we entered into any lease-purchase agreements, without the approval of the State Bond Commission, as provided by Article VII, Section 8 of the 1974 Louisiana Constitution, Article VI, Section 33 of the 1974 Louisiana Constitution, and LSA-RS 39:1410.60-1410.65.

Yes [] No []

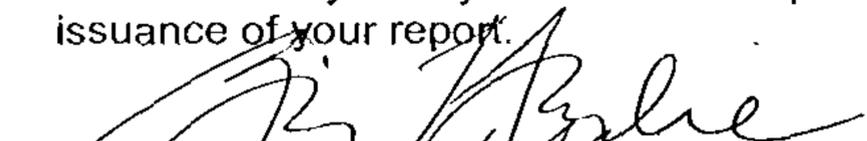
Advances and Bonuses

It is true we have not advanced wages or salaries to employees or paid bonuses in violation of Article VII, Section 14 of the 1974 Louisiana Constitution, LSA-RS 14:138, and AG opinion 79-729.

Yes [] No []

We have disclosed to you all known noncompliance of the foregoing laws and regulations, as well as any contradictions to the foregoing representations. We have made available to you documentation relating to the foregoing laws and regulations.

We have provided you with any communications from regulatory agencies or other sources concerning any possible noncompliance with the foregoing laws and regulations, including any communications received between the end of the period under examination and the issuance of this report. We acknowledge our responsibility to disclose to you any known noncompliance which may occur subsequent to the issuance of your report.

	Secretary	<u>2/18/99</u>	Date
	Treasurer	<u>2/18/99</u>	Date
	President	<u>2/18/99</u>	Date